DSC Richmond

...THE BEST IN WEAPON SYSTEMS SUPPORT

CRITICAL ITEM SOURCE APPROVAL REQUEST (SAR) GUIDE

DSCR

SOURCE APPROVAL REQUEST GUIDANCE

A. This information pertains to items identified as Critical or Critical Safety Item (CSI). These alternate source approval procedures apply only to new, manufactured items. This brochure does not cover surplus items.

1. ASME Y14.100 defines a CSI as:

> "A part, assembly, installation or production system with one or more critical characteristics that, if not conforming to the design data or quality requirements would result in an unsafe condition. Unsafe conditions relate to hazard severity categories I and II of MIL-STD-882, System Safety Program Requirements, and include conditions which could cause loss or serious damage to the end item or major components, loss of control or serious injury to personnel."

2. DoD-STD-2101 defines a critical characteristic as:

> "A characteristic that analysis indicates likely, if defective, to create or increase a hazard to human safety, or to result in failure of a weapons system or major system to perform a required mission."

3. Every CSI has at least one critical characteristic.

B. For items not coded full and open competition, only those sources previously approved by the Government will be solicited. The time required for approval of a new supplier is normally such that award cannot be delayed pending approval of the new source. If you have not been solicited and you can furnish either:

a. proof of your prior approval as a supplier of this item, or similar items satisfactorily for the Government or
b. data showing you have produced the same or similar items satisfactorily for the government or a commercial source, or
c. test data indicating your product can meet service operating requirements or
d. other pertinent data concerning your qualifications to produce the required item

SOURCE APPROVAL REQUEST GUIDANCE (cont)

Please forward the information to the address designated in the solicitation. Please note that if evaluation of your source approval request cannot be processed in time to meet logistics support requirements, award will be made to a currently approved source. The request will be processed for consideration against future requirements.

The submission of complete documentation as specified in this guide is essential for consideration of the source approval request. If the documentation is inadequate or incomplete, you will be notified of deficiencies.

C. Source Approval Categories -- there are basically three conditions under which Source Approval Request (SARs) will be categorized:

- **SAME PART (Category I)** - Item previously provided to Original Equipment Manufacturer (OEM).

- **SIMILAR PART (Category II)** - Item is similar to item previously provided to the OEM or Department of Defense (DoD). A similar item in this context is one whose design, application, operating parameters, material, and manufacturing processes required are similar to those of the item for which you are seeking source approval.
- **NEW MANUFACTURER (Category III) -** Manufacturer has not provided any item similar to item being solicited to the OEM or DoD. A similar item in this context is one whose design, application, operating parameters, material, and manufacturing processes required are similar to those of the item for which you are seeking source approval

D. If you are a dealer/supplier (non-manufacturing source) of the item for which you are seeking approval, the category to which the actual manufacturer belongs will apply for purposes of approval procedures. The actual manufacturer is defined as that vendor with plant equipment and personnel to manufacture, on the premises, the item for which approval is requested. Therefore, the name, address and Commercial and Government Entity (CAGE) code of your vendor (actual manufacturer) is required and must be provided for consideration of source approval together with all data supporting the category for which approval applies. **The source evaluation/approval procedures apply only to newly-manufactured items. Surplus offers will not be covered by these procedures.**

SOURCE APPROVAL REQUEST GUIDANCE (cont)

E. To reduce the time required for processing a SAR, it is important to provide **ALL** of the information at the time of your request. Submission of the requested information does not guarantee approval. Submission of a complete SAR is the best method for obtaining timely review of source approval requests. Additional information and documentation may be required to allow further evaluation of your request(s). In some cases, qualification parts may be required as determined by the technical evaluation to be used for testing which may include, but not be limited to, performance and/or endurance testing. A site visit of your facility may be conducted to evaluate further your capabilities.

F. Each SAR package shall be limited to one (1) item or assembly per request. However, for assemblies that contain multiple procureable piece parts, separate SAR package does not need to be submitted for each procurable piece part if all information has been provided with the assembly SAR.

G. Submission of the requested information does not guarantee approval. Additional information, documentation or samples may be required in any of the categories to allow for further evaluation of the submitting company's request for source approval. Regardless of the category, a site survey visit of the facility may be conducted to further evaluate their capabilities.

H. The SAR information and documentation can be submitted in two formats. The preferred method for your SAR documentation is digitally on Compact Disk (CD); for everything except the drawings (checklist elements B & H). If the data is via a contractor produced CD, we can currently only accept it in .PDF format. If the CD originated at one of the DoD activities (DLA, Army, Navy, Air Force), format is not an issue.

GLOSSARY

Acceptance Test: A test conducted under specified conditions, by or on behalf of the government, using delivered or deliverable items in order to determine the item's compliance with specialized requirements.

Acquisition Method Code (AMC): A single digit numeric code, assigned by a DOD activity to describe to the Contracting Officer and other Government personnel the results of a technical review of a part and its substantiation for breakout.

Acquisition Method Suffix Code (AMSC): A single digit alpha code, assigned by a DOD activity which provides the Contracting Officer and other Government personnel with engineering, manufacturing and technical information.

Actual Manufacturer: An individual, activity, or organization that performs the physical material fabrication processes that produce the deliverable part or other items of supply for the Government. The actual manufacturer must produce the part in-house. The actual manufacturer may or may not be the design control activity.

Complete Current Configuration Drawings: Complete set of the latest revision drawings including forging/casting data and all drawings referenced therein, when applicable.

Critical Application Item (CAI): An item essential to weapon system performance or operation, or the preservation of life or safety of operating personnel, as determined by the military services.

Critical Characteristic: A critical characteristic is one that analysis indicates is likely, if defective, to create or increase a hazard to human safety, result in failure of a weapon system or major system to perform a required mission.

Critical Safety Item (CSI): A part, assembly, installation or production system with one or more critical characteristics that, if not conforming to the design data or quality requirements would result in an unsafe condition. Unsafe conditions relate to hazard severity categories I and II of MIL-STD-882, System Safety Program Requirements, and include conditions which could cause loss or serious damage to the end item or major components, loss of control or serious injury to the personnel (ASME Y14.100). The determining factor in CSIs is the consequence of failure, not the probability that the failure or consequence would occur.

* Refer to Mil-STD-882 for further explanation of aircraft and personal safety hazard severity categories.

Data Certification (Certificate of Law): A certification statement on company letterhead signed by an authorized binding company official that states the said company has obtained the data by legal means and has the right to use the data for manufacturing purposes.

Inspection Method Sheets: Sheets used to document the inspection of items produced. Sheets must be certified by an authorized representative empowered to comply with the inspection process.

Inspection Procedures: An outline of the step-by-step procedures used for the inspection.

National Stock Number: A 13-digit number assigned by the Defense Logistics Information Service (DLIS) to identify each item of material in the federal supply distribution system of the United States.

Non-Conforming Material: The failure of a unit of product to conform to specified requirements for any quality characteristic.

GLOSSARY (cont.)

Prime Contractor: A contractor having responsibility for design control and/or delivery of a system/equipment such as aircraft, engines, ships, tanks, vehicles, guns and missiles, ground communications and electronics systems, and test equipment.
Process/Operation Sheets: Sheets used in manufacturing to reflect the step-by-step process / operation used to manufacture the complete item. Includes detailed shop sketches.
Purchase Order: The original order with precise accounting and tracking for each item referenced on order.
Same part: Item previously provided to original equipment manufacturer (OEM), within the last three years.
Similar part: Item is similar to item previously provided to the OEM, Air Force, Army or Navy within the last three years. A similar item in this context is one whose design, application, operating parameters, material and manufacturing processes are similar to those of the item for which you are seeking source approval.
Shipping Documents: DoD. form 250 or documents related to the movement of items which reflect the point of origin and destination.
Source Approval Request Package: A vendor proposal that should include all of the technical data required for a competent manufacturer to manufacture an item, including a Critical Safety Item, to a level of quality that is equal or better than an OEM part.
Source Approval Request Review: A technical and engineering review to determine the viability of a part and vendor for breakout. A review is performed to ensure complete data is available, the vendor is capable, and a complete quality source plan is defined to support the alternate source qualification effort.
Test Procedures: A document that provides a step-by-step description of the operations required to test a specific item.
Value Added: Any technical support or required manufacturing process for aircraft parts that the prime contractor or other party provided, which is otherwise not documented or described in operation sheets, drawings, specifications, quality assurance procedures in the technical data package.

DSCR SOURCE APPROVAL CHECKLIST

I SAME PART
II SIMILAR PART (EQUIVALENT)
III NEW MANUFACTURER

APPENDIX	REQUIRED ELEMENT	CATEGORY		
		I	II	III
*	A TABLE OF CONTENTS IS REQUIRED FOR ALL SARs			
A	COVER LETTER	X	X	X
B	QUALIFICATION PART DRAWINGS	X	X	X
C	QUALIFICATION PART DETAILED MANFACTURING PLAN	X	X	X
D	MASTER TOOLING CERTIFICATION	X	X	X
E	DATA CERTIFICATION	X	X	X
F	QUALIFICATION PART SUBCONTR/VENDOR LIST	X	X	X
G	QUALIFICATION PART SHIPPING DOCS	X		
H	SIMILAR (EQUIVALENT) PART DRAWINGS		X	
I	SIMILAR (EQUIVALENT)PART SHIPPING DOCUMENTS		X	
J	COMPARATIVE ANALYSIS		X	
K	SIMILAR (EQUIVALENT) PART MANUFACTURING PLAN		X	
L	SIMILAR (EQUIVALENT) PART SUBCONTR/VENDOR LIST		X	
M	TEST PLANS			X
N	LICENSEE AGREEMENT (IF AN AGREEMENT EXISTS)	X	X	X
O	SUMMARIZATION, QUALITY, DEFICIENCY	X	X	
P	INSPECTION METHOD SHEETS	X	X	X
Q	ENGINE PART SPECIAL REQUIREMENTS	X	X	X
R	TECHNICAL BRIEFING (IF REQUIRED)			X
S	SAMPLE PART (IF REQUIRED)	X	X	X
T	VALUE ADDED	X	X	X

The Contractor should first select which category is appropriate for the part they wish to become approved to manufacture. The Contractor then must provide in the Source Approval Request (SAR) all required elements, as defined in the appendices, that are checked under the category selected. If a requirement does not exist for a specific part (e.g. no Test Plan Required) then provide a statement to that fact.

For information on Reverse Engineering, refer to the DSCR Small Business Website.

TO VIEW THE APPENDICES VISIT THE DSCR INTERNET SITE UNDER SMALL BUSINESS OFFICE / BUSINESS OPPORTUNITY CENTER
http://www.dscr.dla.mil/userweb/sarguide.doc

APPENDIX A. COVER LETTER

A cover letter stating that you wish to become an approved source for a particular part must include the following information and enclosures:

1) the part number (and dash number, if applicable), NSN, nomenclature, and weapon system (i.e. engine model, A/C designation) and the estimated unit price to the government.

2) your firm's name, address, CAGE, telephone number, FAX number, and email/EDI address, and website (if applicable).

3) a description of your quality program (i.e., MIL-I-45208, MIL-Q-9858, ANSI/ISO 9000 series documents), an electronic (CD-ROM) copy of your quality control manual in .PDF format for each SAR submission. In addition, provide a copy of the latest survey results performed by a government agency and/or prime contractor, including pre-award surveys (if applicable).

4) a copy of the Prime Manufacturer's Quality Rating shall be provided. If you have not manufactured this item for the Prime manufacturer, state as such. This document provides a prime contractor's quality system report for the proposing manufacturer. This rating must be from the prime contractor that is the Design Control Activity for the required item, since the potential manufacturing will be in accordance with the prime's policies and processes. Quality history may also be included. This data will be considered when making a determination of manufacturer viability and the need for a site survey or pre-award survey. If you've never made the part for the Prime and are requesting qualification based on manufacturing the actual or similar part for another service, please state what methods were used in your qualification for the other service.

5) a company brochure and a synopsis outlining your firm's capabilities, facilities, experience, and equipment list. For all equipment used in the manufacture of the qualification part, outline the accuracy, size, capability and precision of the equipment. This information should be updated as your facility and facility operation change. As a potential source for parts, you and your sub-vendors may be required to demonstrate adequate engineering expertise and manufacturing/production capabilities to manufacture, inspect and test the subject component/item/assembly in accordance with all applicable drawings, material, process and test specifications. "On-site" inspection of these elements may be required by the Government or its designee.

Note: approval to supply an assembly is not an approval to manufacture all tier components unless the proposal clearly demonstrates your ability and intent to manufacture the components, excluding source controlled items. If not, a separate package must be submitted for each component.

APPENDIX B. QUALIFICATION PART DRAWINGS

This section provides data required to manufacture, assemble and test the subject item. This information includes drawings (casting, forging, detail, assembly, source controlled, masters, airfoil data), configuration (revision), parts list, any unincorporated Engineering Order (EO), Engineering Change Proposal (ECP), Notice of Revision (NOR), Design Change Notice (DCN), or Change in Design (CID), Requirements Control Card (RCC) and Quality Assurance Document (QAD), etc. (RCC and QAD are Pratt & Whitney peculiar). This section should also contain documentation related to materials, processes, specifications, and may include data relating to mandatory inspections and inspection intervals. Provide Original Equipment Manufacturer (OEM) specifications (copy of page 1 of specification will suffice) and test plans necessary to completely manufacture the part. Drawings should be included if drawing is a design control drawing or design control specification that indicates the manufacturers Name and part number as an approved source, controlled source, or recommended source.

APPENDIX C. QUALIFICATION PART DETAILED MANUFACTURING PLAN

Copies of detailed process/operation sheets used to manufacture the part, including but not limited to, processes, materials, configuration, tolerances, testing, part function, overall dimensions and detailed shop sketches. Manufacturing plans must list all processes/steps in the proper sequence, and please include all special processes.. These plans must note those operations and processes performed by subcontractors/vendors and the identity of the source. Such sheets will be kept confidential and may be stamped proprietary. . The sheets must be copies of the actual sheets used for production of the required item and must indicate operation number, description, tolerance (specification), location, subvendors, etc. necessary to control manufacturing operations and be signed/stamped off by in-process operator and/or inspector. ***The data provided per this Appendix shall be for the same contract(s) as those provided in Appendix G & P.***

NOTE: Route sheets that may be enclosed in this section are not to be considered a replacement for detailed operation sheets. Lack of detailed process/operations sheets in the SAR is cause for disapproval of vendor.

Manufacturing plans for CSIs must also contain the following information:
Identification that the part is a critical safety item. A statement that any changes to operations affecting critical characteristics must be DLA approved. Identification of which operations contain or affect critical characteristics

APPENDIX D. MASTER TOOLING CERTIFICATION

Certification of possession of or access to any required master tooling, mylars (stable base drawings), glass layout, loft data/contour data, special tooling/test equipment, proof of calibration, and their applicability to latest drawing revision. Please state if no master tooling is required.

APPENDIX E. Compliance with Certification statement on Company letterhead signed by an authorized binding company official. This is a certification that you have obtained the data by legal means and you have the rights to use the data supplied in the SAR for manufacturing purposes. This also applies to the use of any data or hardware the government does not have the rights to use for competitive manufacturing.

EXAMPLE: TECHNICAL DATA RIGHTS CERTIFICATION LETTER

I am an officer and employee of the above name legal entity with the responsibility for investigating the facts upon which this certification is made.

To the best of my knowledge and information obtained from my recent investigation:

a. I believe and certify that the technical data submitted to the Defense Supply Center Richmond as a part of my company's request for approval as potential source for the purpose of obtaining a contract were obtained by legal means by my company, without breach of any contractual or confidential relations pertaining to said technical data by my company, its current or recent employees; and

b. I believe and certify that my company, its current or recent employees did not obtain or receive any technical data marked with a company's proprietary rights legend or a Government limited rights legend from any U.S. Governments agency or employee or other third parties that were used in the preparation of or were incorporated into the request for approval or its supporting technical data other than as described herein; and

c. I certify that my company has the legal right to use said technical data to manufacture the below identified part for the United States Government. To the extent that said technical data are marked with a company's proprietary rights or a Government limited rights legend or are otherwise believed to be or have in the past been the proprietary data of another company, the following documents which are attached hereto and made a part of the certification have formed the basis for claiming legal right to use said technical data. Such documentation must clearly cover the data necessary for source approval.

THIS CERTIFICATION CONCERNS A MATTER WITHIN THE JURISDICTION OF AN AGENCY OF THE UNITED STATES AND THE MAKING OF A FALSE, FICTITIOUS, OR FRAUDULENT CERTIFICATION MAY RENDER THE MAKER SUBJECT TO PROSECUTION UNDER THE TITLE 18, UNITED STATES CODE, SECTION 1001.

THIS CERTIFICATION APPLIES TO
NSN_____P/N_____

(signature)*_____ _____(typed or printed name & title)__
____(Date)____

APPENDIX F. QUALIFICATION PART SUB/CONTRACTORS/VENDORS LIST

Names, address, telephone numbers, and CAGE codes, of all subcontractors/suppliers to be used for forging, casting or exotic material, special processes such as finishing, heat treating, inspecting etc. and vendor/subcontractor part numbers, if applicable. Special processes are those manufacturing processes which produce critical characteristics that cannot be verified after manufacture by non-destructive inspection/testing. When an identified source must perform to a prime contractor's specification, that source shall be approved for the specific process by the prime contractor. It is recommended that certification from the prime be provided since submittal of this evidence of capability will assist in expediting the processing of the source approval request. If you plan to use a subvendor not currently approved by the prime, you must provide complete documentation substantiating the capabilities and qualifications of that subvendor. It should be noted, however, that additional approval testing will, in most cases, be required in this circumstance.

APPENDIX G. QUALIFICATION PART SHIPPING DOCUMENTS

Copies of purchase orders, shipping documents for production quantities, for the qualification part provided to the OEM or signed DD Form 250 if shipped to DOD.

Provide the most recent copies of the documents. If OEM is one of the Engine Manufacturers, attach copy of the current Requirements Control Card and Quality Assurance Document. (RCC and QAD are Pratt & Whitney peculiar).
The data provided per this Appendix shall be for the same contract(s) as those provided in Appendix C & P.

APPENDIX H. SIMILAR (EQUIVALENT) PART DRAWINGS

This section provides data required to manufacture, assemble and test the similar item(s). This information includes drawings (casting, forging, detail, assembly, source controlled, masters, airfoil data), configuration (revision), parts list, any unincorporated Engineering Order (EO), Engineering Change Proposal (ECP), Notice of Revision (NOR), Design Change Notice (DCN), or Change in Design (CID), Requirements Control Card (RCC) and Quality Assurance Document (QAD), etc. (RCC and QAD are Pratt & Whitney peculiar). This section should also contain documentation related to materials, processes, specifications, and may include data relating to mandatory inspections and inspection intervals. Drawings should be included if drawing is a design control drawing or design control specification that indicates the manufacturers Name and part number as an approved source, controlled source, or recommended source. Drawings Provide Original Equipment Manufacturer specifications (copy of page 1 of the specification will suffice) and test plans necessary to completely manufacture the similar (equivalent) part. Drawings, should be included, if drawing is a design control drawing or design control specification, that indicates the manufactures Name and part number as an approved source, controlled source, or recommended source.

APPENDIX I. SIMILAR (EQUIVALENT) PART SHIPPING DOCUMENTS.

Copies of purchase orders, shipping documents for production quantities, for the similar (equivalent) part provided to the OEM or signed DD Form 250 if shipped to DOD. . All documents in this section shall be dated and you should provide the most recent copies of the documents. If OEM is an Engine Manufacturer, attach copy of the current Requirements Control Card and Quality Assurance Document.

The data provided per this Appendix shall be for the same contract(s) as those provided in Appendix K & P.

NOTE: In cases where the most recent production of the similar (equivalent) parts is in excess of three years, it is requested that you include an explanation for the elapsed time in production. Moreover a data package demonstrating continued experience in the production of an additional similar (equivalent) part will be required.

APPENDIX J. COMPARATIVE ANALYSIS.

A detailed comparative analysis of the differences/similarities between the similar (equivalent) part(s) and the qualification part for which you requesting approval. This analysis should include materials, configuration, tolerances, processes requirements, dimensions, castings, forgings, etc. A vague analysis is not adequate. Follow the following standard format for detailing the differences between similar (equivalent) part and qualification part.

DIFFERENCES BETWEEN SIMILAR (EQUIVALENT) PART AND QUALIFICATION PART

NOTE: Required part refers to the part for which you are requesting source approval.

DESCRIPTION CHARACTERISTIC	**QUALIFICATION**	**SIMILAR (EQUIVALENT)**
1. General		
A. Part Number	_____	_____
B. Nomenclature	_____	_____
C. Application	_____	_____
D. Material	_____	_____
E. Rotating Part (Y or N) _____	_____	
F. Max. Length or Diameter	_____	_____
G. Tightest Tolerance	_____	_____
H. Smoothest Surface Finish	_____	_____
2. Quality Assurance Techniques (i.e., FPI, MPI, Radiographic Inspection, etc.)		
	_____	_____
	_____	_____
3. Heat Treats	_____	_____
	_____	_____
4. Joining (i.e., Brazing, TIG, etc.)	_____	_____

APPENDIX J
DIFFERENCES BETWEEN SIMILAR (EQUIVALENT) PART AND QUALIFICATION PART

(continued)

5. Surface Treatments (i.e., Diffusion Coating, Black Oxide, etc.)

_____ _____

_____ _____

6. Nonconventional Material Removal (i.e. EDM, Laser Machining and Drilling)

_____ _____

_____ _____

_____ _____

7. For Gears

A. Type _____ _____

B. Number of Teeth _____ _____

C. Outside Diameter _____ _____

D. Diametrical Pitch _____ _____

E. Pressure Angle _____ _____

F. Pitch Angle _____ _____

G. Case/Core Hardness _____ _____

8. Additional Comments

NOTE: *All Prime Certified Processes and Inspections must be listed.*

APPENDIX K. SIMILAR (EQUIVALENT) PART MANUFACTURING PLAN

Proposed Manufacturing Plan for the Similar (equivalent) part including processes, materials, configuration, tolerances, testing, part function, and overall dimensions and detailed shop sketches. In addition, copies of the actual sheets used for the production of the similar item must be submitted. These plans must note those operations and processes performed by subcontractors/vendors and the identity of the source. Manufacturing plans must list all processes/steps in the proper sequence, and please list all special processes. Such sheets will be kept confidential and may be stamped proprietary.
The data provided per this Appendix shall be for the same contract(s) as those provided in Appendix I & P.

Manufacturing plans for CSIs must also contain the following information:

Identification that the part is a critical safety item. A statement that any changes to operations affecting critical characteristics must be DLA approved. Identification of which operations contain or affect critical characteristics

APPENDIX L. SIMILAR (EQUIVALENT) PART SUBCONTRACTORS/VENDOR LIST.

Names, address, telephone numbers, and Cage codes, of all subcontractors/suppliers to be used for forging, casting or exotic material, special processes such as finishing, heat treating, inspecting, etc. and vendor/subcontractor part numbers, if applicable. Special processes are those manufacturing processes which produce critical characteristics that cannot be verified after manufacture by non-destructive inspection/testing. When an identified source must perform to a prime contractor's specification, that source shall be approved for the specific process by the prime contractor. It is recommended that certification from the prime be provided since submittal of this evidence of capability will assist in expediting the processing of the source approval request. If you plan to use a subvendor not currently approved by the prime, you must provide complete documentation substantiating the capabilities and qualifications of that subvendor. It should be noted, however, that additional approval testing will, in most cases, be required in this circumstance.

APPENDIX M. TEST PLANS

Testing may also be required at the contractor's expense. If testing is required the acceptance test/inspection procedures proposed to be incorporated and independent test laboratories proposed to be used have to be identified by Name, Cage, address and telephone number.

All proposed test plans necessary to completely manufacture the part must be approved prior to beginning testing. Testing is done to validate the performance of the part after the test plans have been approved. Test requirements are part specific.

APPENDIX N. LICENSEE AGREEMENT (if applicable)

A copy of the licensee agreement between the manufacturer/contractor and the OEM must be provided IF the submitting contractor has such an agreement with the OEM.

APPENDIX O. SUMMARIZATION OF QUALITY DEFICIENCIES.

Summarization of quality deficiencies experienced in the past three years during manufacture of the Qualification or Similar (equivalent) part. Include data relative to sub-vendors, actions and resolutions when applicable and previous contracts. This data includes, but is not limited to, material review board items, statistical reports of Nonconformances, nonconforming material rejection reports and scrap rates. Submitter should note the deficiencies identified by the OEM.

NOTE: Nonconformances are not necessarily perceived as an increase in risk when considering alternate source qualification. In fact, identification of Nonconformances may illustrate a successful quality assurance program.

APPENDIX P. INSPECTION METHOD SHEETS (IMS)

Copy of the actual inspection method sheets used in manufacturing and at final inspection for the actual or similar item depending on the SAR category. These sheets should include the actual tolerance, blue-print tolerance, inspection device, sources performing the operation, level of inspection, special instructions, frequency, and inspector's stamp.. Critical characteristics should be discernible from all other characteristics. IMS may be included as an integral part of the OP sheets in SAR Section C & K., if so please state as such.

The data provided per this Appendix shall be for the same contract(s) as those provided in Appendix C, G, I & K.

APPENDIX Q. ENGINE PART SPECIAL REQUIREMENTS

** ACTUAL MANUFACTURER OF ENGINE SPARE PARTS:
THE FOLLOWING DOCUMENTATION IS REQUIRED FROM ENGINE PART "SUPPLIERS" (Applicable to sources identified by engine companies via letter and/or divestiture list, or via SAR packages)

(1) Copy(s) of purchase order(s) from engine OEM showing date, quantity, special requirements, restrictions, etc.; All modifications to original purchase order(s) also required.

(2) Copy of dated shipping documents showing full acceptance/release by the OEM, and total quantity shipped against contract.

(3) Copy of the "Requirements Control Card" (RCC) included with the purchase order(s) from the Engine OEM's.

(4) Copy of detailed process sheets used to manufacture the part for the OEM. This must include the sheets for operations performed in house and by subcontractors. Such sheets will be kept confidential and may be stamped proprietary.

(5) List of all subcontractors/vendors used in manufacture of the parts for the OEM. If none so state.

(6) Summary of all Material Review Board (MRB) actions and non conforming material produced on the contracts for the OEM.

** Once this documentation is provided, the contractor will be required by contract to utilize the same process sheets and subcontractors to manufacture parts for the government. No changes are allowed without approval of the cognizant equipment engineer. Contractor must notify the cognizant equipment engineer of any changes approved by the OEM subsequent to submittal to the government.

APPENDIX R. TECHNICAL BRIEFING

A Technical Briefing to allow contractor personnel the opportunity to provide assurances to the Government of their firm's ability to manufacture a quality product. A statement that the contractor is willing to provide such a briefing is required. This briefing could be at DSCR or at any of the Engineering Support Activities (ESA's) if required.

APPENDIX S. SAMPLE PART

Submission of samples by the company seeking source approval may be required. Advise on ability to supply.

**NOTE: DO NOT SUBMIT SAMPLES OR TEST CRITERIA UNLESS REQUESTED BY THE PROCURING ACTIVITY

APPENDIX T. VALUE ADDED

Identify any value added provided by the prime contractor in the manufacture of the item.

Value added is any action, manufacturing or inspection process, data, instructions, or equipment that is essential to the manufacture of the item, but is not documented in the data package.